MINUTES OF
THE WILSON COUNTY BOARD OF EDUCATION
SPECIAL MEETING
April 27, 2022

The Wilson County Board of Education held a Special Meeting on Wednesday, April 27, 2022, at 1:00 p.m. in the Administrative Offices, 113 N. Tarboro Street. Chairman Dr. Christine L. Fitch called the meeting to order at 1:05 p.m. with the following members present:

Dr. Christine L. Fitch, Chairman
Henry E. Mercer, Vice-Chairman
Velma Barnes
Beverly Boyette
Blake Boykin
Debora Powell
Dr. Lane B. Mills, Secretary

Others present were Associate Superintendent Dr. Cheryl Wilson, Assistant Superintendent Dr. Norris Parker, Assistant Superintendent Dr. Ben Williams, Director of Maintenance Mark Letchworth, Director of Public Relations Amber Lynch, Assistant Director of Maintenance Greg Woodard, Board Clerk Linda Horrison and Board Attorney Katie Cornetto. Also present was *The Wilson Times* Reporter Olivia Neeley.

After calling the meeting to order, Dr. Fitch asked for approval of the agenda. Ms. Powell made the motion, seconded by Mr. Boykin and Mr. Mercer, that the agenda be approved. The motion passed unanimously, 6-0.

Dr. Fitch led the Pledge of Allegiance, followed by a moment of silence.

The purpose of the meeting was to conduct architectural interviews for the new Frederick Douglass Elementary School and discuss Request for Qualifications (RFQs).

Under Architectural Interviews – Request for Qualifications – Architect for the new Frederick Douglass Elementary School, WCS sought qualification proposals from skilled, experienced architectural firms who specialize in school building construction for the new Frederick Douglass Elementary. RFQs for an architect were publicly let and closed on March 28. The Administration received RFQs from the following firms: CPL Architecture Engineering Planning; Davis Kane Architects; LS3P; Oakley Collier Architects; Pinnacle Architecture, P.A.; SfL+a Architects; and Skinner Farlow Kirwan Architecture. The Administration recommended the Board interview the following firms: Oakley Collier Architects; Pinnacle Architecture, P.A.; and Skinner Farlow Kirwan Architecture. The Board requested the architects be interviewed during a Special Board meeting. Architecture firms were given 30 minutes to present their proposal to the Board, followed by 10 minutes of questions from the Board, the Administration and the Board's attorney. The Board will need to select an architect for the new Frederick Douglass Elementary.

The architecture firms were scheduled to present to the Board at the following times:

- 1:05 P.M. – Oakley Collier Architects
- 1:50 P.M. – Pinnacle Architecture, P.A.

- 2:35 P.M. – Skinner Farlow Kirwan Architecture

At 1:18 p.m., Mr. Breen joined the meeting.

At 1:51 p.m., after a presentation by Oakley Collier Architects, it was the Board's consensus to take a recess. The meeting reconvened at 2:03 p.m.

At 2:55 p.m., after a presentation by Pinnacle Architecture, P.A., it was the Board's consensus to take a recess. The meeting reconvened at 3:07 p.m.

In advance of the interviews, each firm submitted references to Director of Maintenance Mark Letchworth for at least three different school districts and/or governmental entities for whom their firm had performed similar work. Mr. Letchworth shared this information with the Board at the conclusion of the interviews.

After interviews, the Board members shared the following preferences of architecture firms: Mr. Mercer – Skinner Farlow Kirwan Architecture; Mr. Breen – Oakley Collier Architects and Skinner Farlow Kirwan Architecture; Ms. Barnes – Skinner Farlow Kirwan Architecture; Ms. Powell – Skinner Farlow Kirwan Architecture and Pinnacle Architecture, P.A.; Ms. Boyette – Oakley Collier Architects and Pinnacle Architecture, P.A.; Mr. Boykin – Pinnacle Architecture, P.A. and Skinner Farlow Kirwan Architecture; and Dr. Fitch – Skinner Farlow Kirwan Architecture, Pinnacle Architecture, P.A. and Oakley Collier Architects. After deliberations, it was the Board's consensus to move forward with selecting an architecture firm for the construction of the new Frederick Douglass Elementary. At a future meeting, the Administration would like for the Board to discuss the Construction Manager At-Risk (CMAR) building method for the new Frederick Douglass Elementary.

Mr. Breen made the motion, seconded by Ms. Powell and Mr. Mercer that the Board use Skinner Farlow Kirwan as the architects for Frederick Douglass Elementary School. The motion passed 6-1, with Ms. Boyette casting the dissenting vote. Ms. Boyette felt that Skinner Farlow Kirwan Architecture were too costly and went over budget on their projects too often.

There being no further business at 4:11 p.m., Mr. Breen made the motion, seconded by Mr. Mercer, to adjourn the meeting. The motion passed unanimously.

Christine L. Fitch

Dr. Christine L. Fitch, Chairman

Dr. Lane B. Mills, Secretary